

## Employment Opportunities–Fall/Winter

### Indiana Economic Growth Region 4

Benton, Carroll, Cass, Clinton, Fountain, Howard, Miami, Montgomery, Tippecanoe, Tipton, Warren, and White Counties



<u><i>If you worked as a ...</i></u>	<u><i>Explore These Possible Job Opportunities</i></u>	<u><i>In These Types of Business</i></u>	<u><i>2011 OES Regional Entry Level Wage*</i></u>	<u><i>Education Requirements</i></u>	<u><i>Experience Requirements</i></u>
Bartenders	First-Line Supervisors of Food Preparation and Serving Workers	Full-Service Restaurants	\$19,196	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Billing and Posting Clerks and Machine Operators	Bookkeeping, Accounting, and Auditing Clerks	Specialized Freight Trucking	\$21,891	Postsecondary Vocational Training	Some Work Experience Usually Needed
Bookkeeping, Accounting, and Auditing Clerks	Bill and Account Collectors	Accounting, Tax Preparation, Bookkeeping, and Payroll Services	\$21,134	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Cashiers	Retail Salespersons	Department Stores	\$17,023	Some May Require High School Diploma or Equivalent	Some Work Experience Usually Needed
Cashiers	Physical Therapist Aides	Offices of Physicians	\$16,791	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Cleaners of Vehicles and Equipment	Truck Drivers, Light or Delivery Services	Employment Services	\$18,786	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Combined Food Preparation and Serving Workers, Including Fast Food	Butchers and Meat Cutters	Animal Slaughtering and Processing	\$19,797	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Cooks, Fast Food	Cooks, Restaurant	Full-Service Restaurants	\$16,665	Some May Require High School Diploma or Equivalent	Some Work Experience Usually Needed
Cooks, Restaurant	Cooks, Institution and Cafeteria	Full-Service Restaurants	\$17,848	Some May Require High School Diploma or Equivalent	Little Or No Specific Experience Needed
Counter and Rental Clerks	Retail Salespersons	Department Stores	\$17,023	Some May Require High School Diploma or Equivalent	Some Work Experience Usually Needed
Customer Service Representatives	Bookkeeping, Accounting, and Auditing Clerks	Offices of Physicians	\$21,891	Postsecondary Vocational Training	Some Work Experience Usually Needed
Data Entry Keyers	Billing and Posting Clerks and Machine Operators	General Medical and Surgical Hospitals	\$20,903	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
File Clerks	Office Clerks, General	Offices of Physicians	\$16,954	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Helpers--Production Workers	Team Assemblers	Foundries	\$28,342	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Home Health Aides	Nursing Aides, Orderlies, and Attendants	General Medical and Surgical Hospitals	\$18,955	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Industrial Truck and Tractor Operators	Mobile Heavy Equipment Mechanics, Except Engines	Employment Services	\$35,748	Postsecondary Vocational Training	Some Work Experience Usually Needed
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	Shipping, Receiving, and Traffic Clerks	Department Stores	\$20,535	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Laborers and Freight, Stock, and Material Movers, Hand	Truck Drivers, Heavy and Tractor-Trailer	Specialized Freight Trucking	\$26,168	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Laborers and Freight, Stock, and Material Movers, Hand	Truck Drivers, Light or Delivery Services	Employment Services	\$18,786	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Landscaping and Groundskeeping Workers	Laborers and Freight, Stock, and Material Movers, Hand	Foundries	\$16,849	Usually Requires High School Diploma or Equivalent	Little Or No Specific Experience Needed
Maids and Housekeeping Cleaners	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	Offices of Physicians	\$17,043	Some May Require High School Diploma or Equivalent	Little Or No Specific Experience Needed

<u><i>If you worked as a ...</i></u>	<u><i>Explore These Possible Job Opportunities</i></u>	<u><i>In These Types of Business</i></u>	<u><i>2011 OES Regional Entry Level Wage*</i></u>	<u><i>Education Requirements</i></u>	<u><i>Experience Requirements</i></u>
Mail Clerks and Mail Machine Operators, Except Postal Service	Bill and Account Collectors	General Medical and Surgical Hospitals	\$21,134	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Office Clerks, General	Bookkeeping, Accounting, and Auditing Clerks	Accounting, Tax Preparation, Bookkeeping, and Payroll Services	\$21,891	Postsecondary Vocational Training	Some Work Experience Usually Needed
Packaging and Filling Machine Operators and Tenders	Team Assemblers	Employment Services	\$28,342	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Packers and Packagers, Hand	Laborers and Freight, Stock, and Material Movers, Hand	Grocery and Related Product Wholesalers	\$16,849	Some May Require High School Diploma or Equivalent	Little Or No Specific Experience Needed
Packers and Packagers, Hand	Packaging and Filling Machine Operators and Tenders	Specialized Freight Trucking	\$20,130	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Payroll and Timekeeping Clerks	Bill and Account Collectors	Specialized Freight Trucking	\$21,134	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Payroll and Timekeeping Clerks	Tax Preparers	Accounting, Tax Preparation, Bookkeeping, and Payroll Services	\$16,681	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Receptionists and Information Clerks	Customer Service Representatives	General Medical and Surgical Hospitals	\$19,232	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Refuse and Recyclable Material Collectors	Laborers and Freight, Stock, and Material Movers, Hand	Employment Services	\$16,849	Some May Require High School Diploma or Equivalent	Little Or No Specific Experience Needed
Retail Salespersons	Bookkeeping, Accounting, and Auditing Clerks	Department Stores	\$21,891	Postsecondary vocational training	Some Work Experience Usually Needed
Shipping, Receiving, and Traffic Clerks	Retail Salespersons	Department Stores	\$17,023	Some May Require High School Diploma or Equivalent	Some Work Experience Usually Needed
Stock Clerks and Order Fillers	Laborers and Freight, Stock, and Material Movers, Hand	Department Stores	\$16,849	Some May Require High School Diploma or Equivalent	Little Or No Specific Experience Needed
Truck Drivers, Heavy and Tractor-Trailer	Industrial Truck and Tractor Operators	Grocery and Related Product Wholesalers	\$23,509	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed
Truck Drivers, Light or Delivery Services	Truck Drivers, Heavy and Tractor-Trailer	Grocery and Related Product Wholesalers	\$26,168	Usually Requires High School Diploma or Equivalent	Some Work Experience Usually Needed

\*2011 OES Wages for Region 4

Note: Experience requirements may relate to skill, knowledge, or work experience.

This report provides Job Opportunity information with associated Industries for employment in industries during the spring/summer months.

Research has highlighted the increasing importance of skills, basic and otherwise. Employees develop skills through a variety of ways including past work experiences, job training, and higher education. Learning new skills will help you to further your career or find a new job in a different field. The information presented here will assist individuals investing in career preparation, planning for a career change, or offering guidance in career development.

Visit the R&A web site at:



**WorkOne**  
MAKE YOUR MOVE™

**R & A**  
Research & Analysis

If you have questions or would like additional information, please call your Regional Analyst Deani Purvis (765) 459-0571 extension 3036

Source: Economic Modeling Specialists, Inc., Strategic Advantage

Prepared by: Indiana Department of Workforce Development, September 2012